

Business/Nonprofit Name: \_\_\_\_\_

## Transformative Growth Grant Budget Template

Please complete a detailed budget for the proposed project. Include all proposed expenses and funding sources. See Page 2 for instructions.

(Box 1)	(Box 2)	(Box 3)	(Box 4)
Line Item/Description	Transformative Growth Grants Request Amount	Other Funding Amount & Source	Total Proposed Budget (Add together Box 2 + Box 3)
(a)		This funding is: <input type="checkbox"/> Secured <input type="checkbox"/> Pending	
(b)		This funding is: <input type="checkbox"/> Secured <input type="checkbox"/> Pending	
(c)		This funding is: <input type="checkbox"/> Secured <input type="checkbox"/> Pending	
(d)		This funding is: <input type="checkbox"/> Secured <input type="checkbox"/> Pending	
(e)		This funding is: <input type="checkbox"/> Secured <input type="checkbox"/> Pending	
(f)		This funding is: <input type="checkbox"/> Secured <input type="checkbox"/> Pending	
(g)		This funding is: <input type="checkbox"/> Secured <input type="checkbox"/> Pending	
(h)		This funding is: <input type="checkbox"/> Secured <input type="checkbox"/> Pending	
<b>TOTAL PROPOSED BUDGET</b>	(Box 5)	(Box 6)	(Box 7)

Applicants may use this space to share more information about secured or pending funds and in-kind support.

## Instructions

### How to complete this budget:

This template is intended to capture the costs of the *entire* project, including costs that will be paid from Transformative Growth Grants and other sources, if applicable. If you have already developed a budget, you may submit that in place of completing this template, as long as it includes all of the information requested in the template.

Box 1: Write down every line item of the project. If the line item, or its relationship to the project will be unclear to someone unfamiliar with the project, please also provide explanation in Box 1. If you have more line items than fit on one page, please add additional pages as necessary.

Box 2: If the line item's budget is part of your Transformative Growth Grant request, include the estimated amount in Box 2. If you are not seeking TGG funds for this line item, leave the box blank.

Box 3: If the line item's budget is to be funded by another source, such as your capital budget or another grant, note the amount AND the source here. Do not put requests for TGG in this box. Then, check off the box to indicate whether the funding is secured or pending. "Secured" funding means these funds are committed to your organization or to the project. For example, your budget might have a dedicated line item for this project, or you have a grant award letter. "Pending" means that the funds have not been committed. For example, this might include grants or loans for which you have applied, or capital budget recommendations.

Box 4: Total each line item request by adding together the amount in Box 2 and Box 3.

Box 5: Add together all of the Transformative Growth Grant line item requests. This amount **MUST** match the amount of request in Question 10. If it does not match, your request will be considered at the lower of the two amounts.

Box 6: Add together all of the other funding amounts.

Box 7: Add the amounts in Box 5 + Box 6 for your total Budget

**Examples of eligible requests by category.** Please note that this list is not exhaustive and your creativity is encouraged.

- **Placemaking:** Design costs; materials; labor; outdoor furniture; plantings.
- **Programming:** Materials; advertisements; small equipment; payroll for new staff or for new programs that increase payroll expenses above existing amount.
- **Facilities and Infrastructure:** Large equipment; construction materials; permanent or semi-permanent materials that address public health, environmental, or accessibility concerns; construction costs; feasibility studies; design costs.
- **Personnel:** Consultant fees, studies, scholarships. Please note that payroll is not an eligible expense in this category.
- **Planning:** Consultant fees; fees for training/classes/workshops related to business development, marketing, or industry-specific topics; software.

### How to submit this budget:

This budget will be submitted with your online preliminary application. You will be asked to upload it at Question 14.